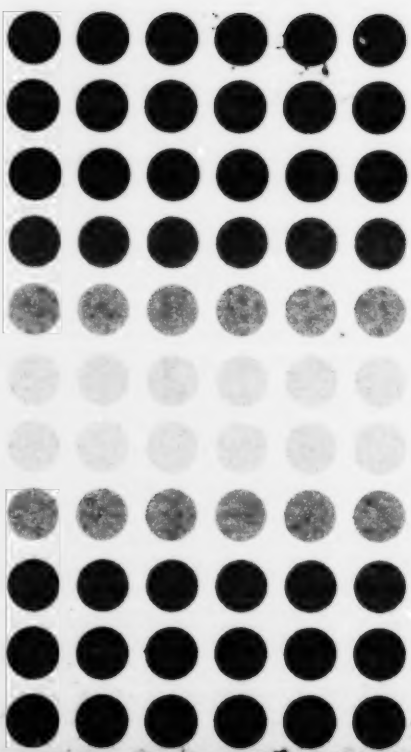
Annual Report

1986-87



Alberta
LABOUR

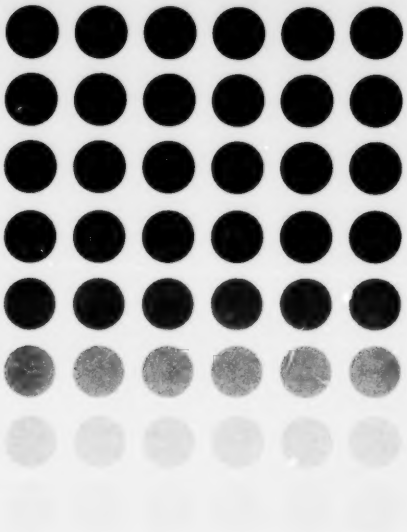
88-01960/

Mailing Address
Alberta Labour
10808 - 99 Avenue
Edmonton, Alberta
T5K 0G5

Enquiries
Telephone (403) 427-5585

Additional copies of this annual report may be obtained from:
Communications Branch
Alberta Labour
10808 - 99 Avenue
Edmonton, Alberta
T5K 0G5

ISSN 0702-9667
DEP-1-87-2-A-550
Printed in Alberta



Annual Report 1986-87

Alberta
LABOUR

Alberta
LABOUR

Office of the Minister

420 Legislature Building, Edmonton, Alberta, Canada T5K 2B6 403/427-3664

September 1987

The Honourable Dr. D. Carter
Speaker
Legislative Assembly of Alberta

Dear Sir:

I have the honour to submit the Annual Report for the Alberta Department of Labour for the fiscal year ended 31 March 1987.

Respectfully submitted,

Ian C. Reid
Minister of Labour

Alberta
LABOUR

Office of the Deputy Minister

10th Floor, 10808-99 Avenue, Edmonton, Alberta, Canada T5K 0G5 403/427-8305

September 1987

The Honourable Dr. Ian Reid
Minister of Labour
Room 420, Legislature Building
Edmonton, Alberta

Dear Dr. Reid:

I am pleased to present the Annual Report for the Alberta Department of Labour for the fiscal year ended 31 March 1987.

Respectfully submitted,

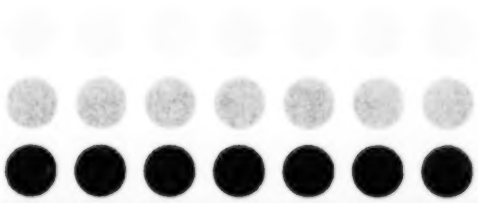
Clint Mellors
Deputy Minister

Legislation

The following acts are administered by Alberta Labour:

Boilers and Pressure Vessels Act
Burial of the Dead Act
Department of Labour Act
Electrical Protection Act
Elevator and Fixed Conveyances Act
Employment Pensions Act
Employment Standards Act
Fire Prevention Act
Gas Protection Act
Individual's Rights Protection Act*
Industrial Wages Security Act
Labour Relations Act
Plumbing and Drainage Act
Police Officers Collective Bargaining Act
Uniform Building Standards Act

*In accordance with Section 18(1) of the Individual's Rights Protection Act, the Alberta Human Rights Commission submits a separate annual report to the Alberta Legislature.



Contents

Introduction / 1

Labour Division / 4

Employment Pensions Branch / 5
Employment Standards Branch / 7
Mediation Services Branch / 8

General Safety Services Division / 9

Boilers and Pressure Vessels Branch / 10
Building Standards Branch / 10
Electrical Protection Branch / 11
Elevator and Fixed Conveyances Branch / 11
Fire Prevention Branch / 12
Plumbing and Gas Safety Services Branch / 13

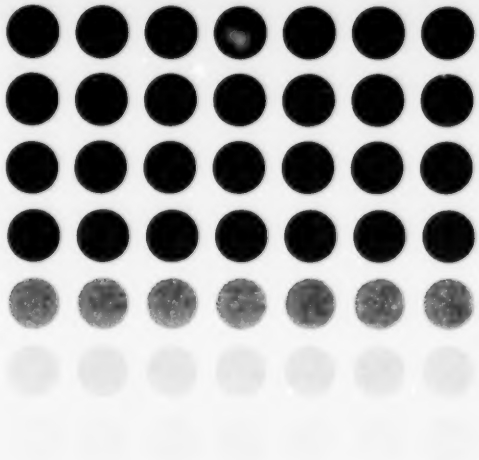
Support Services Division / 14

Communications Branch / 15
Finance and Administration Branch / 15
Internal Audit Office / 16
Library Services Branch / 16
Planning and Research Branch / 17
Systems Branch / 17

Personnel Branch / 18

Labour Relations Board / 19

Tables / 21



Introduction

Minister: Dr. Ian Reid
Deputy Minister: Clint Mellors

Alberta Labour is concerned with developing harmonious and productive relations between employers and employees, preventing and resolving disputes between employers and unions, administering private pension plans and public safety programs, and administering Alberta's human rights legislation.

The Labour Division provides assistance in preventing and resolving labour disputes, regulates the administration of private pension plans and administers legislation regulating minimum standards of employment.

The General Safety Services Division develops and administers safety standards which pertain to boilers and pressure vessels, elevators and fixed conveyances, gas, plumbing and electrical installations, building and fire control.

The Support Services Division provides administrative support to the department and administers certain services to the general public.

The Alberta Labour Relations Board is an independent tribunal responsible for interpreting the Labour Relations Act and deciding on complaints and applications arising under the Act. The board certifies trade unions and employers' organizations. It supervises strike and lockout votes, and has the power to restrain unlawful strikes, lockouts or picketing. The board, appointed by the Lieutenant Governor in Council, is composed of a full-time chairman, three vice-chairman -- two full-time and one part-time -- and 20 representative members, ten from labour and ten from management.

The Alberta Human Rights Commission is responsible for promoting and safeguarding the spirit and principles embodied in the Individual's Rights Protection Act, Alberta's anti-discrimination legislation. The commission fulfills its mandate through educational and promotional programs, and through investigation and enforcement activities. It is composed of a chairman and six commissioners, all of whom are appointed by the Lieutenant Governor in Council. The annual report of the commission is tabled separately before the Legislative Assembly.

Year in Review

On 1 August 1986, the Government of Alberta announced the formation of the Labour Legislation Review Committee. Chaired by the Minister of Labour, the mandate of the committee was to conduct a comprehensive examination of the existing labour legislation in Alberta, including a comparison of labour legislation in other industrialized jurisdictions. On 18 November 1986, the committee issued an interim report about its fact finding mission to six foreign jurisdictions. The committee's final report was released on 17 February 1987. It summarized Alberta's labour legislation and recommended 57 changes. These will be considered in preparing a new Labour Code for Alberta.

The Employment Pensions Plan Act received Royal Assent on 18 September 1986, following several years of study and consultation with employers, employees and the pension industry. The Employment Pensions Plan Act regulation was approved and filed on 20 November 1986. The act and regulations came into effect 1 January 1987 and apply to all pension plans covering employees in the private sector.

The Alberta Labour Relations Board produced the booklet *Guide to the Labour Relations Act* which explains in layperson's language key sections of the Labour Relations Act. The booklet was published to assist Albertans in understanding Alberta's current labour legislation and to help Albertans provide input into the review of the province's labour laws.

Improvements in the provisions relating to the maintenance of smoke alarms in residential buildings were among amendments made to the Alberta Fire Code.

The Fire Prevention Branch received accreditation from the Professional Qualifications Branch of the Joint Council of National Fire Service Organizations which authorizes the branch to certify firefighters and fire officers from Alberta who meet established training standards.

A joint study on fire safety in single family dwellings was completed by the Fire Prevention Branch and Alberta Housing.

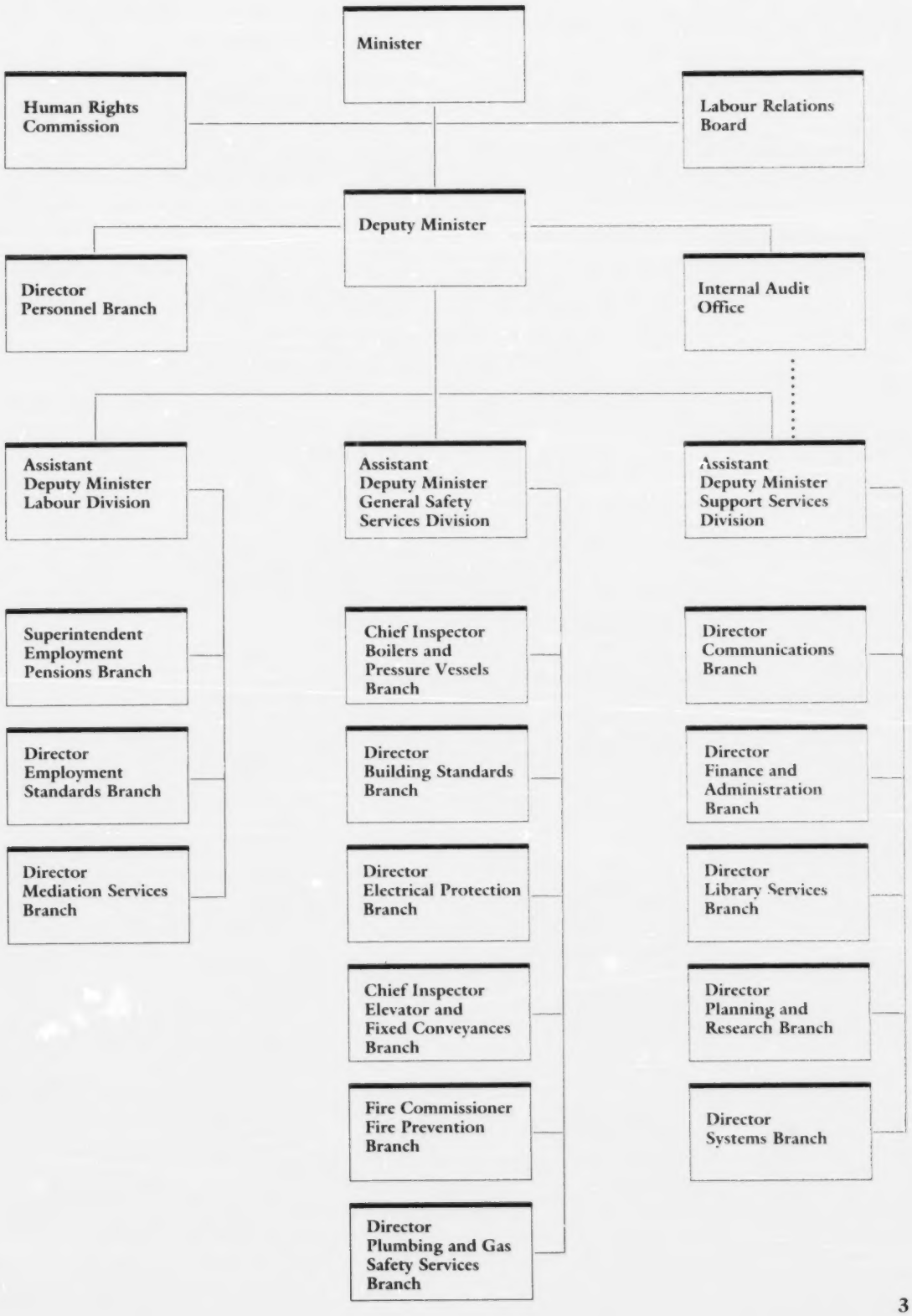
On 10 December 1986, the Alberta Human Rights Commission launched the Alberta Human Rights Award to recognize Albertans who make outstanding contributions in the area of human rights. Lieutenant Governor Helen Hunley urged Albertans to nominate deserving candidates for the first award to be presented 10 December 1987.

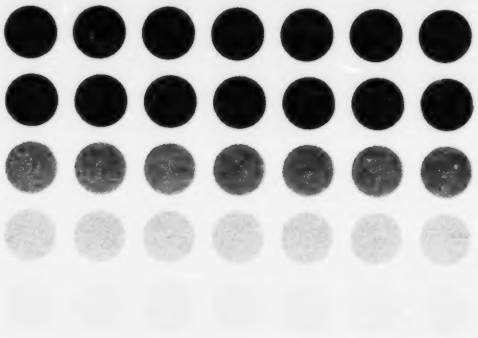
During 1986-87, the department converted to the new CFS/DFS financial information system. The department also entered the first year of a five year Electronic Data Processing plan designed to automate manpower-intensive areas, and to provide long-term efficiencies in department operations.

During the fiscal year, a board of inquiry was established to inquire into and report on the accident involving the roller-coaster at West Edmonton Mall in Edmonton on 14 June 1986. The board's report is expected to be completed in the next fiscal year.

Full financial statements of the department for 1986-87 are in the Public Accounts of the Government of Alberta.

Labour Department Organization Chart


Minister
Human Rights Commission
Labour Relations Board
Deputy Minister
Director Personnel Branch
Internal Audit Office
Assistant Deputy Minister Labour Division
Assistant Deputy Minister General Safety Services Division
Assistant Deputy Minister Support Services Division
Superintendent Employment Pensions Branch
Director Employment Standards Branch
Director Mediation Services Branch
Chief Inspector Boilers and Pressure Vessels Branch
Director Building Standards Branch
Director Electrical Protection Branch
Chief Inspector Elevator and Fixed Conveyances Branch
Fire Commissioner Fire Prevention Branch
Director Plumbing and Gas Safety Services Branch
Director Communications Branch
Director Finance and Administration Branch
Director Library Services Branch
Director Planning and Research Branch
Director Systems Branch



Labour Division

Assistant Deputy Minister: Albert Kennedy

The Labour Division provides assistance in preventing and resolving labour disputes, regulates the administration of private pension plans and enforces legislation regulating minimum standards of employment.

In 1986-87, this office was also involved with the Labour Legislation Review Committee, chaired by the Minister of Labour, to review Alberta's labour legislation. The Assistant Deputy Minister was one of three resource personnel to the committee. He also provided administrative support in the preparation of a new labour code for Alberta, which drew upon recommendations from the committee's final report.

Employment Pensions Branch

Superintendent of Pensions: Emilian Groch

The Employment Pensions Branch is responsible for the administration and enforcement of the Employment Pension Plans Act. The main objective of the act is to safeguard employee entitlements to benefits promised under private sector pension plans. Branch staff monitor pension plans to ensure they are administered correctly and that pension plan funds are sufficient to cover earned benefits.

Alberta is a party to two agreements, one with the Government of Canada and the other with those provinces having legislation similar to Alberta's. Both agreements provide for the reciprocal registration, audit and inspection of pension plans. The branch carries out the duties and responsibilities of other authorities in cases where reciprocal agreements apply.

The branch is also the repository for trust agreements relative to employee benefit plans filed under Section 151 of the Labour Relations Act. Filed trust agreements and amendments are reviewed for possible inadequacies or inconsistencies in the intent and purpose of the agreement.

On March 31, the branch was responsible for the supervision of 2 012 pension plans, including 44 plans which were reviewed and awaiting further documentation before being given approval for registration.

The branch examined 173 new pension plans during 1986-87. Of these, 170 received a certificate of registration.

Under the reciprocal agreement provision of the Employment Pension Plans Act, three plans were transferred to the jurisdiction of Alberta, and four were transferred from Alberta to other jurisdictions. The branch registered 692 amendments to supervised plans.

During the year, 164 plans covering 2 310 employees were discontinued. Twenty-five of these, covering 545 employees, were discontinued because of financial problems. Twelve plans, covering 997 employees, were discontinued because they merged with other existing pension plans, and the employees had their benefits transferred to the other registered plans. Forty-eight discontinued plans were replaced by registered retirement savings plans.

Surplus pension monies amounting to $65.4 million were refunded by trustees of pension plans to employers. The following table outlines the level of surplus refunds over the past five years.

On April 7 Bill 12, the Employment Pension Plans Act, was introduced for first reading in the Alberta Legislature. An election was called on April 10 and the bill died on the order paper.

Surplus refunds from pension plans supervised by the Employment Pensions Branch during the fiscal years ending March 31 in 1983, 1984, 1985, 1986 and 1987 (in millions of dollars)

	1983		1984		1985		1986		1987	
	No.	$	No.	$	No.	$	No.	$	No.	$
Continuing Plans	10	11.0	11	58.0	20	10.0	25	80.0	7	59.4
Discontinued Plans	10	.6	13	.9	7	.7	19	1.9	21	5.9
Total	20	11.6	24	58.9	27	10.7	44	81.9	28	65.3

Bill 15, the Employment Pension Plans Act, was introduced for first reading on August 29 in the legislature and received Royal Assent on September 18. The Employment Pension Plans Regulation was approved and filed under the Regulations Act on November 20.

Both the act and regulation came into effect on January 1 and the former Pension Benefits Act and Regulations were repealed.

The Employment Pension Plans Act and Regulation further improved employees' entitlements to benefits and options under private sector pension plans. The key changes in the act and regulation were: plan eligibility standards for both full-time and part-time employees; vesting and locking-in after five years of employment; the crediting of a reasonable rate of interest to employee contributions; a requirement for the employer to pay for at least 50 per cent of an employee's accrued pension in defined benefit plans; minimum pension portability requirements; a survivor pension for spouses of deceased vested employees; a requirement that employees with spouses must choose a pension that will provide a pension of at least 60 per cent to the spouse on the employee's death (this requirement may be waived by the spouse); increased disclosure of information for employees.

A comprehensive guide to the act and regulation was developed and a complete information package including the act, regulation, guide and brochures were distributed to all plan sponsors and the pension industry. The introduction of the act and its key changes were advertised in daily and weekly newspapers in Alberta.

Employment Standards Branch

Director: Mike Kolmatycki

The Employment Standards Branch is responsible for ensuring that employers and employees are aware of their responsibilities in the workplace. The branch's legislative mandate is given in the Employment Standards Act and the Industrial Wages Security Act. In keeping with this legislation, the branch conducts a number of programs.

The branch's Dispute Resolution/Compliance Program involves the investigation of claims registered by employees who allege that their employers are not complying with the provisions of the Employment Standards Act or Industrial Wages Security Act. When a dispute arises, an employment standards officer conducts an investigation as a neutral third party to try to resolve the dispute. If the dispute cannot be resolved, the officer may issue an order, declaration or determination which can be appealed to an umpire by the employer or employee.

The branch's Education Program assists employers, employees and the public by fostering awareness, understanding and application of the Employment Standards Act and its regulations.

Information relating to the Employment Standards Act and branch programs was communicated through workshops, seminars and participation at association conferences and trade fairs.

Education officers were involved in communication planning activities for more than three months in the last fiscal year resulting in a reduced number of education activities in 1986-87.

Regional offices responded to an average of 1 000 enquiries daily.

The Standards Development Program ensures the Employment Standards Act is consistently applied throughout Alberta. Alberta's standards are developed with an awareness of standards in other jurisdictions in Canada. Potential legislative changes are identified and initiated by this program.

The Special Employment Programs Section assists employers, employees and industries who, because of their unique situation, require more flexible application of the provisions of the Employment Standards Act. This allows employers and employees to enter into work related agreements which are satisfactory to both, yet maintain the principles of employment standards.

In this area, some procedural changes were made regarding employers operating homemaker services or group homes. Through the program, employers in these areas receive approval of a scheme of employment covering all employees in the unit, eliminating the approval of separate employee contracts. These changes are reflected in Table 1(b).

The Industrial Wages Security Act requires employers in the lumber industry to post security to ensure wage protection for their employees. Branch activities stemming from the act include claim registration, investigation and resolution, maintenance of the security account and specific education activities for employers and employees. Table 1(e) indicates a noticeable increase in claims and monies collected in this program for the reporting period. This is in part attributed to a greater number of employers entering the lumber industry for the first time.

Mediation Services Branch

Director: Wes Pangrass

The Mediation Services Branch deals with mediation of collective bargaining impasses, preventive mediation, and grievance arbitration appointments. Branch staff in Calgary and Edmonton provide third party assistance to labour and management in preventing and resolving labour disputes, and assist in establishing effective relationships among employees, unions and employers.

There was considerable activity in dispute resolution in the public sector, particularly among towns, counties and cities, and their respective support services staff, teachers, and fire and police forces. Most of the disputes which arose were settled without job action. One dispute involving a crown corporation resulted in a strike of approximately two months.

The private sector experienced turbulent activity in the meat packing, forest products and oil sands industries. The disputes which arose received national attention and all but one were resolved in 1986-87.

The emphasis, as in 1985-86, was on issues of job security. Wage settlements were minimal; specific information is published in *Collective Bargaining Scene/Labour Fact Book*, available from the Planning and Research Branch.

Preventive mediation programs conducted by the Mediation Services Branch make available to labour and management formal and informal programs and assistance through labour-management committees, joint training, grievance mediation, first agreement orientation, and relationship by objectives.

Preventive mediation activity increased in almost all areas. The Joint Training Program gained greater acceptance by the labour relations community. Activities in the Grievance Mediation Program increased slightly.

The branch continued to provide assistance to the Minister of Labour in appointing grievance arbitration board members, chairpersons, and single arbitrators, as required by the Labour Relations Act. Appointments decreased to 17 in 1986-87 compared to 34 appointments in 1985-86, 39 in 1984-85, and 59 in 1983-84.

General Safety Services Division

Assistant Deputy Minister: Doug Morrison

The objective of the General Safety Services Division is to enhance the safety of life and property through the co-ordinated delivery of programs encouraging and facilitating acceptable safety standards. The areas of responsibility and the programs administered by the division cover a broad range of activities, from the inspection of complex industrial installations to construction in the home. The division's programs involve the development of equipment and installation standards, public safety education, training, inspections, the certification of tradesmen, work permits and certificates, review of plans, investigations and support to municipalities. There are 13 regional offices in the province.

Boilers and Pressure Vessels Branch

Chief Inspector: Les Smith

This branch is concerned with providing reasonable protection to life and property wherever boilers and pressure vessels are in use. The Boiler and Pressure Vessels Act and Regulations provides for boilers, pressure vessels and pressure piping systems to be designed, constructed, installed and operated according to adopted standards. The branch also functions in a manner that fosters the development of the pressure vessel manufacturing industry in Alberta.

During the year, 46 209 inspections were carried out. These inspections resulted in 4 493 potential hazards being averted, an increase of 21 per cent over the previous year. This increase indicates a need for care to be taken by those who operate pressure equipment, particularly in some of the province's older plants where pressure vessels are being retained in service longer because of depressed economic conditions. Forty-five accidents were investigated, involving two fatalities and 16 injuries.

Over the past year, Alberta manufacturers produced 5 164 pressure vessels, including 741 designated for export. This represented an increase of 4.4 per cent in the export market over the previous year.

Examinations for power engineers and building operators remained at a high level; 5 876 examinations were conducted.

After cracks were observed in several anhydrous ammonia storage tanks, an alert was issued to industry. The branch became involved in an extensive inspection program to determine whether repairs were necessary. Of those tanks inspected, a high percentage exhibited this cracking problem and required repairs to restore them to a safe operating condition. To improve the safety and service life of anhydrous ammonia storage tanks, repair and testing procedures were established; changes to the code were considered for new construction.

Building Standards Branch

Director: Dave Monsen

The Building Standards Branch assures reasonable safeguards of life, health, property and public welfare in (a) the design, construction or occupancy of new buildings and (b) the alteration, reconstruction, demolition, removal, relocation or change of occupancy classification of existing buildings. The branch monitors standards, as set out in the Alberta Building Code.

It does so largely through authorized municipalities, which administer and enforce the Alberta Building Code. Of the 354 municipalities in Alberta, 305 have requested and received authority to administer and enforce the code within their boundaries. The branch provides to all Alberta municipalities administrative and technical advice on building code requirements, enforcement and material approval. It also assists small municipalities by reviewing plans and inspecting the more complex projects.

During the reporting period, the branch examined plans for 1 665 building projects involving a total floor area of 866 137 square metres and at an estimated value of $476 million.

This is approximately a 14 per cent increase over 1985-86 in the number of projects handled and a nine per cent increase in total floor area of buildings covered.

Also, during the reporting period there were 68 requests for special product and/or system approvals; after review, 39 approvals were issued.

The branch develops and conducts training programs for municipal and provincial inspectors, and gives seminars and workshops for individuals and associations involved in the construction, alteration and occupancy of buildings. There were 221 inspectors enrolled in branch courses and 1 014 individual assignments processed and marked during the year.

The branch also provides assistance to the Alberta Building Standards Council. The council hears appeals to building inspectors' orders and is an advisor to the Minister of Labour and the department. The council received 20 appeals during the year.

Electrical Protection Branch

Director: Ken Fennessey

The programs of this branch are designed to minimize hazards associated with the generation, distribution and use of electrical energy. A primary objective is the reduction of electrocutions, injuries and property loss from electrical accidents and fires. The branch has three safety oriented programs.

The first program provides for the development and adoption of provincial and national standards for Alberta. These standards are instrumental in providing safe electrical equipment, installations and work procedures for industry and the general public.

The second includes electrical safety education through technical seminars, safety meetings and published information. Under the safety awareness activity, statistical information covering electrical accidents and fires investigated is developed and distributed. In 1986-87, there were investigations into five electrocutions, 83 nonfatal electrical accidents and 94 fires believed to be of electrical origin.

The third program involves regulatory compliance supported by inspection of electrical installations for industrial, commercial, institutional, residential and utility facilities. Another major activity in this area is the Master Electrician Program where certificates are issued to competent contractors who may then acquire permits to contract electrical work for industry and the public. A total of 2 451 certificates were issued during the past year to this controlled group. Permits acquired to do electrical work totalled 27 782, a slight decrease from 1985-86. Approval of noncertified electrical equipment remained relatively constant and involved 13 196 inspections.

Elevator and Fixed Conveyances Branch

Chief Inspector: Steve Millward

The Elevator and Fixed Conveyances Branch provides for a reasonable level of safety in the construction and operation of vertical, horizontal and inclined transportation systems of buildings and recreational areas. Branch programs are divided into three major areas: elevators and related devices, passenger ropeways (ski lifts, etc.) and amusement rides.

Seven thousand and eighty one existing installations were inspected to provide reasonable assurance that they were maintained in safe operating condition and that new installations met accepted standards. On new installations, 214 drawings were renewed and 416 inspections were carried out.

The branch conducted 14 accident investigations during the reporting period. The most highly publicized and notable investigation was on an accident at the Mindbender Roller Coaster at West Edmonton Mall where one car in a train of four derailed. Four passengers were thrown out of the car resulting in three deaths and one critical injury. This has been the subject of a public inquiry.

Fire Prevention Branch

Fire Commissioner: William MacKay

The Fire Prevention Branch promotes fire protection in Alberta through a number of programs. These include the prevention of fires through public education, fire safety inspections, advisory services and the collection and dissemination of fire loss data. Training in all aspects of protection, including fire prevention and suppression, is made available by the branch to municipal and industrial fire departments. A major training facility, the Alberta Fire Training School, is located at Vermilion, Alberta. The branch also assists with the enforcement of laws related to the suppression of arson.

Branch staff conducted 2 939 inspections during the year, an 11 per cent increase over the previous year; a number of hazards were identified, resulting in 10 261 recommendations being issued to correct them, an increase of 17 per cent over 1985-86. It was also necessary for branch staff to issue 47 orders to owners or occupants of the properties inspected.

The Fire Prevention Council is a quasi-judicial body of 11 persons appointed by the Lieutenant Governor in Council from a broad range of private sector organizations with fire safety interest. The council is responsible to advise the Minister of Labour on fire prevention matters and to hear appeals on orders issued by branch inspectors or by the municipal fire department personnel authorized as local assistants to the fire commissioner. During the year, the council heard 36 appeals on orders; 15 of these orders were upheld, 14 were varied by the council and seven were revoked.

A total of 1 113 fire investigations were conducted by branch staff, police and fire departments, which is an increase of 17 per cent over last year; 378 of these investigations were conducted by branch staff. The number of fires determined to be caused by arson rose by 29 per cent to 826. This is a significant increase and signals the need to continue a strong effort to determine accurately the cause of all fires and to expose cases of insurance fraud and other crimes.

While onsite courses at the Alberta Fire Training School dropped slightly, to 823 man weeks, regional and local training brought the total municipal fire department training up 15 per cent to 1 588 man weeks. The school's training of industrial personnel dropped 20 per cent to 477 man weeks. This drop was caused by reductions in staff and training budgets throughout industry.

The branch received accreditation from the Professional Qualifications Board of the Joint Council of National Fire Service Organizations. This accreditation authorizes the branch to certify firefighters and fire officers from Alberta who meet the training standards established in accordance with the professional qualifications standards for fire department personnel published by the National Fire Protection Association.

A joint study was completed by the branch and Alberta Housing on fire safety in single family dwellings. The study recommends increased use of smoke detector/alarms in single family dwellings and the installation of quick acting residential sprinkler systems in one and two family dwellings to be constructed in the future.

Plumbing and Gas Safety Services Branch

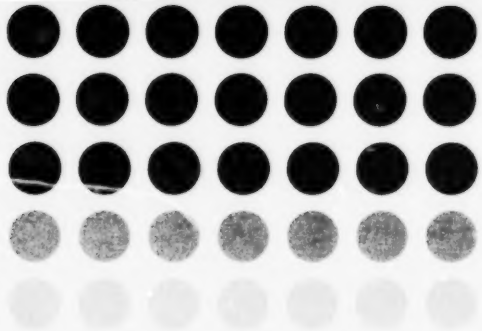
Director: Jack Mercer

The Plumbing and Gas Safety Services Branch assists in creating a climate in which individuals and plumbing and gas industries in Alberta fulfill their responsibilities in maintaining a safe environment for the public with respect to plumbing installations, sewage disposal systems and the distribution and use of natural and propane gases. The branch administers the Plumbing and Drainage Act, the Gas Protection Act and regulations governing the acceptance, installation, alteration, repair and maintenance of plumbing and gas systems.

In 1986-87, the branch worked closely with national testing laboratories and the plumbing and gas industries in developing and improving equipment standards, installation requirements and safety procedures.

During the year, 685 contractors received certificates allowing them to obtain permits; a total of 28 034 permits covering plumbing, natural gas and propane installations were issued to qualified plumbers, gasfitters and homeowners.

The branch carried out 42 146 monitoring type inspections on plumbing and gas systems in new and existing buildings and conducted 233 training and safety seminars. In addition the branch continued to administer an approval program for the testing of unique equipment for which it is impractical or unfeasible for the applicant to obtain certification from a national laboratory, such as the Canadian Standards Association.



Support Services Division

Assistant Deputy Minister: Jack Tutty

The Support Services Division is responsible for providing professional support services in the areas of finance, systems, planning and research, library services and communications. The division provides services to the department, the Alberta Human Rights Commission and the Alberta Labour Relations Board. It administers certain services which are provided to the general public.

Communications Branch

Director: Gillian Garner

The Communications Branch works closely with senior departmental managers to develop and implement public awareness programs of the policies, programs and services of Alberta Labour, the Alberta Human Rights Commission and the Alberta Labour Relations Board. The branch provides services in writing and editing, media relations, advertising, printing, graphic design, audio-visuals and photographic services.

In 1986-87, the branch produced information material and prepared news releases on the Labour Legislation Review Committee and its activities. It developed an information program for the new Employment Pensions Act.

The branch handled hundreds of media enquiries and helped arrange media interviews for departmental spokespersons on a wide range of topics, including the legislation review committee; the Mindbender roller coaster accident at West Edmonton Mall; and, the new pension legislation.

Communications plans were prepared for a number of departmental agencies.

The branch continued to provide advice and analysis of media trends and public concerns. A daily newsclipping service also was provided.

The branch developed a multi-media campaign, to promote fire safety, for Fire Prevention Week. It helped produce *The Role of Inspectors*, a video program for the General Safety Services Division in co-operation with the City of Edmonton. An audio-visual presentation was prepared for the Annual Convention of Fire Chiefs.

Among the publications published by the branch were the Labour Relations Board's *Guide to the Labour Relations Act*, and a general brochure for the General Safety Services Division. It continued to publish the quarterly *Alberta Human Rights Journal*, which was redesigned, *Labour Newsline* -- the department's internal newsletter, and *Fire News*, which also was redesigned.

Finance and Administration Branch

Director: Cliff Broemling

The Finance and Administration Branch provides financial and administrative support and control to the department. It co-ordinates budgets, develops and implements administrative policy and procedures, and ensures that departmental financial systems are adequate.

The branch's Accounts Section processes transactions and maintains records of accounts payable and receivable. The Administration Section plans and co-ordinates the acquisition, maintenance and renovation of space and related facilities. It acquires supplies and services needed to deliver departmental programs.

In 1986-87, the branch prepared for the merger of the administrative units of Personnel Administration Office with the department, and also prepared to provide support to the Professions and Occupations Bureau.

The branch fully implemented the Central Financial System/Departmental Financial System (CFS/DFS), and converted all financial operations in the department to this system.

Internal Audit Office

Internal Auditor: Vacant

The Internal Audit Office was formed in 1980 as part of the reorganization of the finance and administration functions of the department. For several years the office was primarily a financial advisory service. In 1983, its scope was expanded to include operational as well as financial audits.

The Internal Audit Office is responsible for reviewing and evaluating all financial and management control systems in the department. The Audit Section's expanded service permits managers in the department to undertake both internal reviews of specific financial areas and broader reviews of operations. Operational audits are more comprehensive than financial audits, and are structured to assess systems, identify opportunities for improvement and develop recommendations for improvements.
As well, the internal auditor assists in co-operative projects and programs, serving as part of a team providing strategic departmental reviews requested by senior management. These reviews are used to help the department achieve its objectives in budgeting and in manpower and expenditure control.

Library Services Branch

Director: Wendy Kinsella

The Library Services Branch provides the materials and assistance required to meet the department's research and information needs, and supports the educational activities of the department. It also serves external clients, including other government departments, libraries, research agencies, labour groups, employers, human rights agencies, students and academics, members of the legal profession and the general public.

Within the Reference Services Section, requests for information are received in person, by mail, by telephone, or are part of an on-going S.D.I. (Selective Dissemination of Information) program. During 1986-87, 2 100 requests for information were answered, 550 inter-library loan requests were processed, and 5 990 documents were loaned.

The branch continued to develop its data base of library holdings; 3 325 records were entered into the system.

An on-line system was developed to facilitate periodical routing, and to generate statistical reports.

The Audio-Visual Section received 2 785 requests and circulated 1 970 films and videotapes to schools, colleges, hospitals, fire departments, daycare centres, and companies throughout the province.

During the fiscal period, there were 216 subscribers to the Alberta Labour Relations Precedents Index Series. Testing was completed on the Grievance Arbitration Awards Index and Labour Relations Board Index in order to develop an on-line search capacity for the indices.

Planning and Research Branch

Director: Janet Howell

The Planning and Research Branch is responsible for policy analysis, planning support, survey research, and the development, analysis and distribution of statistics for the department and to the labour community. The branch represents the department on interdepartmental and federal-provincial committees related to the above functions.

The Statistics and Information Services Unit analysed and processed 668 newly negotiated collective agreements. Surveys were conducted regarding wage settlements, union membership and wage comparisons. The major publications published during the year included the *Collective Bargaining Scene* (quarterly), *Membership in Labour Organizations 1985*, *Negotiated Working Conditions in Alberta Collective Agreements*, and the *Alberta Construction Industry Union Wage and Benefit Report*. The unit was active with information requests from the public and with special projects.

Current issues of interest to the department were reviewed and analysed by the Policy and Planning Services Unit. Several major projects were undertaken in support of the Labour Legislation Review Committee. The unit prepared reports and co-ordinated the Alberta responses to meet the province's obligations under various International Labour Office and United Nations conventions.

Systems Branch

Director: Jerry Stocco

The Systems Branch co-ordinates and provides departmental services in office automation and specialized office functions.

The branch develops, co-ordinates and controls all activities relating to the annual departmental data processing plan; assists in acquiring cost effective word and data processing hardware and software; designs, develops and implements approved automated data processing systems; maintains existing systems; provides pickup and delivery of incoming and outgoing mail; administers a departmental records management program along with a complementary micrographics operation; and co-ordinates the efficient, cost effective centralized and decentralized photocopying operation for the department.

In keeping with a departmental thrust to encourage the use of cost effective technological resources, the branch co-ordinated the efforts of a professional consulting firm in identifying and assessing departmental opportunities for the use of cost effective office automation technology. This culminated in the development of a departmental five year strategic plan and a one-year operational data processing plan which commenced in 1986-87.

Personnel Branch

Director: Lenore Martin

The Personnel Branch assists the department's program managers to achieve their goals by providing consultation and program support. The branch develops, implements, and manages a comprehensive set of personnel programs including: pay and benefits; employee relations; staff development and training; organization development; decentralized classification; performance appraisal; recruitment and selection; wage and salary administration; human resource planning; and occupational health and safety.

Personnel staff administered the Early Retirement Incentive Program announced in December 1986. The department had one of the highest participation rates across government in this program. A total of 123 departmental employees were eligible to participate in the program; 53 staff opted for it. Of the 53 retiring, 11 were from management. The General Safety Services Division in particular had many retirements, which created a major challenge in human resource planning in the department.

The Personnel Branch and consultants from the Personnel Administration Office worked together to adapt "Visions", a segment of the Model for Management Enhancement, for department use. Visions is used to increase productivity and commitment in an organization, ensuring that the mission, goals and objectives of the entire organization are directed toward the same ends. Since many departmental staff chose to retire under E.R.I.P., this became a priority for the department.

Approximately 25 per cent of the managers in the department retired or announced their plans to retire during the year. These changes and the need to manage them meant that the regular model workshops had to be temporarily discontinued.

During the year a new addition had been made to the already successful In-House Program. In consultation with line management and work teams, workshops were developed, specific to the needs of branches in the department. The largest tailor-made workshop in 1986-87 was the Motivation, Work Design and Productivity Workshop developed for the over 40 officers, supervisors and managers of the Fire Prevention Branch.

Alberta Labour Relations Board

Chairman: Andrew Sims

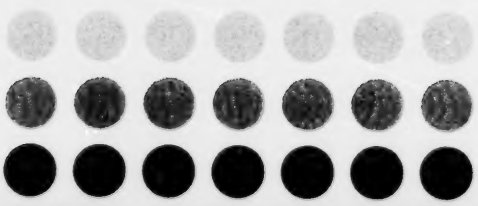
The Alberta Labour Relations Board is a tribunal which administers the provisions of the Labour Relations Act. It grants and revokes trade union certifications, provides a forum for resolving disputes over the meaning of the act, and adjudicates complaints of unfair labour practices.

The board consists of a chairman, three vice-chairmen -- two full-time and one part-time -- and 20 part-time members, represented equally by labour and management. The members are all active practitioners of labour relations with full-time careers in the field. They are drawn from various sectors of the economy and give the board a broad base of expertise in the issues that confront it.

The board has offices in Calgary and Edmonton, and holds hearings throughout the province when necessary. In 1986, Mr. Keith Aldridge of Calgary, formerly Vice-President of Human Resources with Western Co-operative Fertilizers Ltd., joined the board as a full-time vice-chairman stationed in Edmonton.

The board is a quasi-judicial body, combining administrative and judicial functions. It avoids being overly technical in making its determinations and strives to keep its hearings informal and expeditious. Wherever possible, settlement of disputes is encouraged through the use of experienced labour relations officers.

The board has exclusive authority to carry out its duties under the act and to decide all questions of fact or law that come before it. The board's decisions are not subject to appeal and judicial review is limited. It has the power to reconsider any of its own decisions and to determine its own practice and procedure.



Board policies are established by the full board sitting in caucus. Six caucuses are held each year. Individual cases are decided by three or five person panels of the board. Hearings in emergency cases are held on short notice to ensure a quick resolution of industrial disputes.

The board publishes its decisions monthly in *Alberta Labour Relations Board Reports.* The reports also contain details of all motions for judicial review. In 1986-87, the board issued 78 written decisions, as well as many oral decisions given at hearing. Eleven decisions were challenged in court; three motions were withdrawn and two remained outstanding. Of the six decided in the courts, the board decisions were upheld in five cases and partially reversed in one.

Board policies are available to affected parties and the public in a number of ways. In 1986, the board produced the 30-page *Guide to the Labour Relations Act* which describes in layperson's language the provisions of the act and the policies and procedures of the board, and answers frequently asked questions. More than 13 000 copies had been circulated. The board also publishes a series of more specialized informational bulletins. The board revised a number of these bulletins and issued a new one about the duty of fair representation.

The year was an active one for the board because of a number of major labour disputes. Certification and decertification applications were received at a rate similar to the previous year, with 215 and 22 applications respectively. The number of unfair labour practice complaints was up to 266 from 196 the previous year.

During the year the Minister of Labour chaired the Labour Legislation Review Committee which made a series of recommendations on the province's labour legislation. Recommendations from the committee's report will be embodied in a Labour Code which will be introduced in the Alberta Legislature.

The committee also made recommendations designed to encourage the settlement of labour disputes, and expedite the process of adjudication and dispute resolution. The labour relations board has a central role in the new legislation and has undertaken a total review of its procedures to ensure that, once the new legislation is finalized, the transition to it is smooth and successful.

Tables*

1 *Employment Standards*
(a) Investigation and Recovery Proceedings
(b) Special Employment
(c) Educational Services
(d) Umpire System Activities
(e) Industrial Wages

2 *Mediation Services*
two-year statistical comparison

3 *General Safety Services Division*
three-year statistical comparison

4 *Boilers and Pressure Vessels*
three-year statistical comparison

5 *Building Standards*
three-year statistical comparison

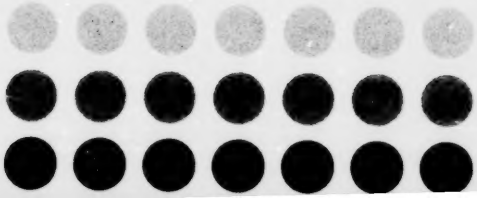
6 *Electrical Protection*
three-year statistical comparison

7 *Elevator and Fixed Conveyances*
three-year statistical comparison

8 *Fire Prevention*
three-year statistical comparison

9 *Plumbing and Gas Safety Services*
three-year statistical comparison

*For full financial statements of departmental activities in 1986-87, please refer to the Public Accounts of the Government of Alberta.



1 Employment Standards Branch

(a) Investigation and Recovery Proceedings

Statistical summary; three-year comparison

	1984-85	1985-86	1986-87
Field investigations			
Claims registered	10 143	9 713	**9 187**
Employees benefiting from investigations	12 718	10 888	**10 889**
Total	22 861	20 601	**20 076**
Money collected through field investigations	$2 383 566	$2 430 974	**$2 031 088**

(b) Special Employment Programs

Statistical summary; two-year comparison

	1985-86	1986-87
Oil well servicing and trucking (pay plans)	31	**25**
Overtime agreements	45	**69**
Extended hours of work	27	**10**
Contracts of employment	600	**342**
Scheme of employment		
Group Homes	3	**26**
Homemakers	–	**2**
Total	708	**474**

(c) Educational Services Program

Statistical summary; two-year comparison

	Numbers Held		Attendance	
Type of Activity	1985-86	1986-87	1985-86	1986-87
Workshop on Wages (Payday Survival)	181	**93**	5 076	**2 446**
World of Work (high school)	85	**29**	669	**1 080**
Speaking engagements	61	**64**	1 498	**1 402**
Other -- trade shows	9	**5**	1 940	**2 700**
Total	286	**191**	9 183	**7 628**

(d) Umpire System Activity Report

Two-year comparison

	1986-87
Number of appeals	947
Appeals from previous year	30
Total	977
Disposition	
Confirmed	183
Varied	59
Revoked	38
Abandoned	98
Appeals denied	67
Decision reserved	0
Appeal not yet heard	532
Total	977

(e) Industrial Wages Security Act

Statistical summary; three-year comparison

	1986-87
Money collected under the Act	$108 306.44
Employees benefiting in lumber industry	528
Amount of security held at year end	
Lumber industry	$1 107 990.49
Coal mining industry	0.00
Total	$1 107 990.49
Active exemption certificates	
Lumber industry	65
Coal mining industry	00
Total	65

Note: Coal mining repealed June 5, 1985

2 Mediation Services Branch

Statistical summary; two-year comparison

	1986-87
Mediation	
Disputes pending to 1 April 1986	42
Mediators appointed	119
Disposition of Disputes	
Settled at mediation	93
Sent to voluntary arbitration	1
Sent to arbitration under Police Officers Collective Bargaining Act	2
Compulsory Arbitration Boards (Sec. 117)	4
Disputes pending at 31 March 1987	40
Strikes and lockouts	
Strikes	7
Lockouts	11
Strike-lockout (simultaneous)	3
Preventive Mediation (1 April 1986 to 31 March 1987)	
First agreement orientation	48
Grievance mediation	47
Labour management committees	9
Joint training	7
Relationship by objectives	0
Consultation, education	12

3 General Safety Services Division

Selected statistics; three-year comparison

	1986-87
Inspections carried out	152 573
Work permits and work certificates issued	82 081
Workers certified	10 534
Investigations conducted	677
Examinations given	12 287
Plans examined	21 483
Meetings and seminars conducted	10 958

4 Boilers and Pressure Vessels Branch

Statistical summary; three-year comparison

	1986-87
Designs processed	
Designs submitted	5 478
Designs accepted	3 932
Designs rejected	150
Design revisions	1 311
Quality control systems registered	
Certificates of authorization issued, including renewals	89
Companies with registered quality control systems	275
Inspections carried out	
High pressure boilers	1 703
Low pressure boilers	4 478
Receivers	6 122
Heat exchangers	2 702
Process vessels	7 244
Miscellaneous	222
Progress inspections	23 738
Total	46 209
Boilers and pressure vessels constructed in Alberta	5 164
Potential hazards found in service inspections	
Safety valve insufficient capacity or inoperable	1 648
Low water fuel cut-off inoperable	215
Free air inlet inadequate	54
Heating surface of boiler heavily scaled	372
Severe corrosion requiring repairs	1 271
Miscellaneous unsafe conditions	724
Defective boiler and pressure vessel operating-limit controls	106
Boiler water gauge glass inoperable	13
Accessories requiring repair	82
Condemned or ordered out of service	8
Total	4 493
Examinations conducted	
Engineers and building operators	5 876
Pressure welders	5 732
Examinations passed	
Engineers and building operators	5 031
Pressure welders	5 161
Accidents investigated	
Accidents	45
Injuries	16
Fatalities	2

5 Building Standards Branch

Statistical summary; three-year comparison

	1984-85	1985-86	1986-87
Building plans examined	1 626	1 462	**1 777**
Floor area (m^2)	851 534	792 440	**866 137**
Estimated value	$465 000 000	$436 000 000	**$476 000 000**
Inspections (general and mechanical)	6 242	5 838	**4 934**

General Statistics

Building plans examined			
Assembly	307	350	**355**
Institutional	61	41	**50**
Residential			
General	76	73	**166**
Single family	286	153	**182**
Business and personal services	100	84	**100**
Mercantile	90	78	**116**
Industrial	225	201	**262**
Total	1 145	980	**1 231**
Floor area (m^2)			
Assembly	276 000	263 000	**250 446**
Institutional	141 000	78 000	**92 501**
Residential			
General	96 472	107 483	**183 285**
Single family	51 047	53 054	**45 407**
Business and personal services	29 106	19 183	**41 832**
Mercantile	57 196	47 847	**90 105**
Industrial	180 487	193 000	**162 561**
Total	851 534	792 440	**866 137**
Estimated value	$465 000 000	$436 000 000	**$476 000 000**
Inspections carried out	5 235	4 861	**2 929**

	1986-87
Mechanical Statistics	
Building plans examined	
Assembly	237
Institutional	29
Residential	
General	43
Single family	3
Business and personal services	62
Mercantile	56
Industrial	116
Total	546
Floor area (m^2)	
Assembly	211 649
Institutional	83 222
Residential	
General	119 948
Single family	749
Business and personal services	25 342
Mercantile	40 545
Industrial	118 139
Total	599 594
Inspections carried out	2 005
Technical Program Statistics	
Training and education programs	
Students enrolled in courses	213
Assignments marked	957
Examinations taken	57
Seminars/workshops given	18
Appeals to Alberta Building Standards Council	
Appeals received	21
Orders confirmed	12
Orders revoked	4
Orders varied	4
Appeals withdrawn	1
Products and systems approvals	
Total number of requests	78
Approvals issued	12
Product listing bulletins	27

*Courses all changed to reflect the new Alberta Building Code 1985.

6 Electrical Protection Branch

Statistical summary; three-year comparison

	1986-87
Electrical permits issued	27 782
Plans and specifications reviewed	13 221
Inspections conducted	
Covered by permits	29 877
Not covered by permits	2 488
Electrical equipment approvals	13 196
Electrical utility installations	3 387
Total inspections conducted	48 948
Master electrician certification	
Master electrician certificates issued	2 451
Master examinations written	567
Accident and fire investigations	
Fatal accidents	5
Non fatal accidents	83
Fires	94
Seminar activities	154
Meetings	1 164
Technical interviews	79 936

7 Elevator and Fixed Conveyances Branch

Statistical summary; three-year comparison

	1986-87
Inspections carried out	
Elevators and related equipment	5 199
Aerial tramways and related equipment	149
Amusement rides	293
Elevators (for Canada Labour)	102
Reinspections: all classes	1 372
Preliminary inspections: all classes	259
Special inspections: all classes	23
Total	7 397
New installations	
Elevators and related equipment	150
Passenger ropeways	6
Amusement rides	1
Total	157
Accident investigations conducted	14
Number of inspections invoiced	5 350
Drawings examined	214

8 Fire Prevention Branch

Statistical summary; three-year comparison

	1986-87
Fire Prevention	
Building fire inspections conducted	2 939
Recommendations to correct hazards issued	10 261
Orders issued	47
Plans examined	208
Meetings and lectures conducted	1 626
Attendance	20 390
Fire Investigation	
Investigations conducted by branch	378
Investigations by other agencies	735
Total	1 113
Causes of fires investigated	
Arson	826
Accidental or unknown	283
Under investigation	4
Total	1 113
Fire Service Personnel Training	
Alberta Fire Training School municipal training programs (duration 44 hours)	
Part I Firefighter	130
Part II Firefighter	98
Part III Firefighter	40
Part IV Firefighter	31
Part V Firefighter	34
Part VI Firefighter	21
Pump Operator "A"	90
Pump Operator "B"	29
Fire Prevention for the Firefighter	20
Vehicle Extrication & Trench Rescue	20
Fire Officer C1 Building Construction	16
Fire Officer C2 Leadership	17
Fire Officer C3 Pre-fire Planning	10
Fire Officer C4 Fire Suppression and Safety	11
Fire Officer C5 Strategy and Tactics (Theory)	39
Fire Officer C6 Strategy and Tactics (Practical)	13
Fire Officer C7 Fire Investigation	18
Fire Officer C8 Fire Prevention-Fire Protection Equipment	8
Fire Officer C9 Fire Prevention	11
Fire Officer C12 Technical Writing Skills	32**
Fire Officer C15 Public Relations and Public Speaking	32**
Fire Prevention Officer DA Building Codes and Standards	17
Fire Prevention Officer DB Alberta Fire Code	21
Fire Prevention Officer D1 Water Supply	10
Fire Prevention Officer D2 Standpipe and Sprinkler Systems	10

	1986-87
Fire Services Instructor E1	24
Fire Services Instructor E2	12
Fire Services Instructor E3	9**
Total Municipal Fire Department Personnel (AFTS)	823
Alberta Fire Training School extension courses municipal presentation (duration 44 hours)	
Part I Firefighter	319
Part II Firefighter	104
Pump Operator "A"	42
Fire Prevention for the Firefighter	32
Fire Officer C2 Leadership	44
Fire Officer C5 Strategy and Tactics (Theory)	19
Fire Officer C7 Investigation	93
Fire Officer C9 Fire Prevention	9
Fire Officer C12 Technical Writing Skills	32
Fire Prevention Officer DA Building Code & Standards	..
Fire Prevention Officer DB Alberta Fire Code	12
Fire Prevention Officer D2 Sprinkler and Standpipe Systems	59
Fire Services Instructor E1	..
Total municipal fire department personnel attending AFTS-sponsored extension and local courses	765
Total Municipal Fire Department Personnel	1 588
Industrial programs (duration as indicated)	
Part I Industrial Firefighter (16 h)	138
Part I-A Industrial Firefighter (8 h)	104
Part I-B Industrial Firefighter (16 h)	58
Part II Industrial Firefighter (16 h)	104
Part III Industrial Firefighter (16 h)	62
Aircraft Crash/Fire Response (Dry Chemical)	11
Total Industrial Fire Department Personnel	477
Total attendance	
AFTS municipal and industrial programs	2 065
One-day Seminars	45
Two-day Seminars	21

*These courses were offered for the first time in 1985-86.
**These courses were offered for the first time in 1986-87.

9 Plumbing and Gas Safety Services Branch

Statistical summary; three-year comparison

	1984-85	1985-86	1986-87
Plumbing and gas permits issued			
Plumbing permits	4 308	4 853	**4 261**
Private sewage disposal permits	2 307	2 234	**1 775**
Plumbing in factory-assembled buildings	97	69	**1 015**
Subtotal: Plumbing permits	6 712	7 156	***7 051***
Natural gas (towns and villages)	14 387	16 788	**15 701**
Natural gas (farms)	183	195	**141**
Propane gas (towns and villages)	4 683	4 792	**4 356**
Propane gas (farms)	30	8	**14**
Plastic pipe (natural gas)	720	2 880	***771***
Subtotal: Gas permits	20 003	24 663	***20 983***
Total plumbing and gas permits	26 715	31 819	**28 034**
Field inspections			
Plumbing inspections	13 447	15 101	**14 282**
Plumbing complaints investigated	140	120	**180**
Subtotal: Plumbing inspections	13 587	15 221	***14 462***
Gas installations covered by permits	25 071	26 304	**23 182**
Existing gas installations	3 661	3 874	**3 863**
Approval of domestic/commercial gas appliances	298	288	**389**
Approval of industrial gas equipment	87	262	**250**
Subtotal: Gas inspections	29 117	30 728	***27 684***
Total plumbing and gas inspections	42 704	45 949	**42 146**
Workers' certificates issued			
Gasfitter certificates	590	596	**619**
Sewage system contractors' certificates	47	48	**66**
Total	637	644	***685***
Tradesmen training seminars			
For plumbing installers	35	32	**23**
For gasfitters	98	136	**80**
Total	133	168	**103**
Examinations given	39	42	**56**
Plans examined	716	750	**670**
Public meetings	164	164	**130**
Accident investigations			
Accidents reported	59	62	**58**
Accidents investigated	59	62	**58**
Fatal accidents	0	4	**6**
Non-fatal accidents	20	31	**52**